



APPLICATION FOR REVIEW OF APPORTIONMENT OF COMMON GRAZING

Great Glen House, Leachkin Road
Inverness IV3 8NW
Telephone: (01463) 663439 Fax: 725067
e-mail: info@crofting.gov.scot
www.crofting.scotland.gov.uk

THIS APPLICATION CAN BE USED BY A CROFTER WITH AN APPORTIONMENT OR GRAZING COMMITTEE OR OWNER OF THE GRAZINGS TO SEEK A REVIEW OF AN APPORTIONMENT

CROFTER, GRAZINGS COMMITTEE, OWNER OF GRAZINGS

ALL FIELDS MUST BE COMPLETED

1 Applicant Details

Surname:		Title:
Forename(s):		
Main Residential Address:		
		Postcode:
Telephone:		
Alternative Telephone:		
E-mail Address:		
I agree to communication regarding this application by e-mail		Yes <input type="checkbox"/> No <input type="checkbox"/>

2 Agent Details for applicant (only if applicable)

Name:			
Postal Address:			
		Postcode:	
Telephone:			
Alternative Telephone:			
E-mail Address:			
I agree to communication regarding this application by e-mail		Yes <input type="checkbox"/>	No <input type="checkbox"/>

3 Croft Details

Croft:			
Parish:			
Crofting Commission Register Number			
Registers of Scotland Register Number (where registered):		Main Location Code: (MLC)	

4 Additional Croft Details (only required if application is in respect of more than one croft)

Croft:			
Parish:			
Crofting Commission Register Number			
Registers of Scotland Register Number (where registered):		Main Location Code: (MLC)	

5 Grazing Clerk/Constable Details

Name:		
Postal Address:		
		Postcode:
Telephone:		
Alternative Telephone:		
E-mail Address:		
I agree to communication regarding this application by e-mail		Yes <input type="checkbox"/> No <input type="checkbox"/>

6 Landlord Details (additional landlord/owner of common grazings details can be entered on Appendix 1)

Name of Organisation/Company/Estate:		
Surname:		Title:
Forename(s):		
Postal Address:		
		Postcode:
Telephone:		
Alternative Telephone:		
E-mail Address:		

7 Agent Details for Landlord (only if applicable) – additional agent details can be entered on Appendix 1

Name:		
Postal Address:		
		Postcode:
Telephone:		
Alternative Telephone:		
E-mail Address:		

PRIVACY NOTICE

The Crofting Commission acts as the 'Controller' of the personal data you provide us with when you complete a Regulatory Application. Under the Crofters (Scotland) Act 1993 we are obliged to collect this information in order to facilitate the processing of your application. Please note that the Commission will be unable to process your application if you do not provide the information requested.

Any data provided by you is part of an open process and may be made available to other parties involved (unless told otherwise). These could include:

- The tenant / owner-occupier crofter / landlord of a vacant croft
- The proposed tenant/sub-tenant
- The landlord of the croft
- The owner of the common grazings
- The area assessor
- The grazings committee
- The owner of any adjacent non-croft land
- The occupier of any adjacent non-croft land
- Any member of the local crofting community
- Any other person with a significant interest
- Third Party Organisations – *RPID (Rural Payments & Inspections Directorate) and the Registers of Scotland.*

Your data will be used to update the Register of Crofts and it may also be released under a Freedom of Information enquiry, subject to any disclosure exemptions under Data Protection Laws.

Your information will be stored in the format received and electronically in the Commission's Crofting Information System (CIS). We will not keep your personal data for any longer than is necessary to complete the relevant processing and in line with our Retention Policy.

If at any point you believe the data we process on you is not accurate, you can request to see it and have it corrected or deleted. If you wish to raise a complaint about how we have handled your personal data, you can contact our Data Protection Officer who will investigate the matter. Our Data Protection Officer can be contacted by e-mailing DataProtection@crofting.gov.scot. Further details on the Crofting Commission's Data Protection Policy can be found at www.crofting.scotland.gov.uk/data-protection-act.

For information on submitting a complaint to the Crofting Commission, please visit our website at www.crofting.scotland.gov.uk/complaints. For details of how to complain to the Information Commissioner, please visit www.ico.org.uk.

APPLICANT/AGENT PLEASE SIGN THIS DECLARATION

11 I confirm that I have enclosed the following in connection with this application:

I have included a copy of the Order and Map

12 Declaration

**This application is submitted under section 52(12) of the
Crofters (Scotland) Act 1993**

**I declare that, to the best of my knowledge, the information I have given in this
application is correct.**

Signed _____
Applicant/Agent

Date _____

Signed _____
Applicant/Agent

Date _____

What Happens Next?

- When we receive this application, we will send the applicant or their agent an acknowledgement letter.
- On reviewing an apportionment, the Commission may vary or revoke any condition imposed, impose a new condition or bring the apportionment to an end.
- Our decision can be appealed to the Scottish Land Court within 42 days from the date we notify interested parties of our decision.

Additional Landlord/Owner of Common Grazings Details

Name of Organisation/Company/Estate:	
Surname:	Title:
Forename(s):	
Postal Address:	
	Postcode:
Telephone:	
Alternative Telephone:	
E-mail Address:	

Additional Agent Details for Landlord (only if applicable)

Name:	
Postal Address:	
	Postcode:
Telephone:	
E-mail Address:	

Additional Landlord/Owner of Common Grazings Details

Name of Organisation/Company/Estate:	
Surname:	Title:
Forename(s):	
Date of Birth:	
Postal Address:	
	Postcode:
Telephone:	
Alternative Telephone:	
E-mail Address:	

Additional Agent Details for Landlord (only if applicable)

Name:	
Postal Address:	
	Postcode:
Telephone:	
E-mail Address:	